

City of Sammamish Arts Commission – Minutes - Monday, April 27, 2015

Sammamish City Hall, 801 228th Ave SE, Sammamish, Washington

Attendees:

Commissioners: Chair Anne Schaefer, Claradell Shedd, Steve Wright, Ramu Iyer, Lin Garretson, Priti Joshi, Margaret Rosenow

Staff: Allison Gubata, Administrative Assistant; Joanna Martin, Recreation Supervisor

Alternate: Rituja Indapure

Absent: Commissioner Kelli Ron & Barbara Jirsa; Alternate Commissioner Carole Weakes & Mandagere Shashidhar; Joe Guinasso, Director of Financial & Technology Services

Meeting called to order at 6:33 p.m.

Note Approval of March 23, 2015 Minutes - Commission Meeting Minutes approved via email.

Budget and Financial Report YTD 2015

- 2014 Carry forward \$ \$10,300 proposed to City Council in May 2015
- 2015 Budget \$32,300 (includes \$6,500 4Culture Grant)
- 2015 Additional \$1,000 4Culture Grant
- **2015 TOTAL Budget \$ 43,600**
- 2015 YTD Expenditures \$8,664.01
- 2015 YTD Available Funds \$34,935.99

Joanna Martin, Recreation Supervisor, City of Sammamish reviewed Parks & Recreation resources available to help the Commission. Marketing: The Parks & Recreation Guide is available to the Arts Commission for free advertising of events and classes. Information should be submitted to Parks 6 months in advance of publication printing. There are three Rec Guides per calendar year. Photographs are welcome for the Rec Guide. Typically, the Parks Department takes out large advertisements in the local papers for Sammamish Days & Nights. The Arts Commission is welcome to collaborate with these ads for little to no cost from the Arts Commission budget. Joanna is available to assist with editing and finessing submitted written advertisements.

Action: Chair Schaefer to work on recruitment of a volunteer to take over marketing, someone who reaches out to the hosting event Commissioner and requests or pulls information for creating their marketing flyers.

City owned facilities are available to the Commission at no charge to rent for public events. The more advanced notice, the more options will be available. Parks staff is available to assist with event logistics, as well as provide lists of rental companies for tents, stages, food trucks etc. Small give away for events are also available from the Parks Department.

Volunteers are available through the Sammamish Youth Board, as well as through the Elby Jones, Volunteer Coordinator for the city. A booth at the annual Sammamish Farmer's Market is available to the Commission for promoting events. The Market runs May 20 – Sept 30, 2015 4:00 – 8:00 p.m. Joanna suggested reserving the booth if you would like to use it and at the last minute if there is not someone to staff it, it is o.k. to cancel.

Garden Gate Update – Two of the gates are finished, and the artists anticipates having the third gate complete and ready for installation within a few weeks. The Commission would like to have the installation take place the end of May and announced on the July 4 flyer where a large part of the population can see the gates. Commissioner Shedd will be working a recognition plaque to be installed on the perimeter garden fence adjacent to the gates. A small ceremonial ribbon cutting along with garden themed events (a farmer's market vendor, seed packets to give away, hand stamps of flowers) is in the works and anticipation of this being scheduled the early part of June.

NEST Building Project –is on schedule. The total budget is \$5k, \$3k from the Parks Department and \$2k from the Arts Commission budget. Commissioner Iyer and Administrative Assistant Gubata have met with artist Karen White, artEAST Executive Director Karen Abel and City of Sammamish Project Manager Kellye Hilde to review scope and contract language. On 9/19, a registered group of people will be led by artist Karen White to construct a large NEST in the lower commons, which will be transported to Big Rock Park by October 17. On October 17 there will be a grand opening of Big Rock Park where a variety of hands on art activities provided by artEAST as well as other engaging festive activities which are being hosted by the Parks Department.

Action: artist Karen White is available for a speaking engagement prior to the NEST build in an effort to promote this project and talk about “Community Environment Art & Design” the theme of this project.

Action: Administrative Assistant Gubata is working on coordination of Arts & Parks Commissioners to clean the sticks, which will be used to build the NEST.

Roundabouts – Commissioner Shedd is working with artist Al Zold and owner of a Sammamish historical barn to demolish the barn and use the wood to make the sculptures. A test will be done in the next week to ensure the wood from this barn is suitable material for the sculptures. The three designated roundabouts for these sculptures are Inglewood Hill/216th; 244th and Issaquah Pine Lake Road. The sculptures will be 4’ wide by 6-8’ tall and secured into a brick of concrete form. Signage will be provided identifying the artist and the historical reference of the wood/sculpture material.

Opera Ole’ – Contracts were submitted for the pianist and the singer, rehearsals are going great and Sahalee Country Club has been very accommodating. Through Brown Paper Tickets, the Commission has “sold” 150 tickets with 100 tickets remaining. Commissioner Shedd will be sending a flyer to the Sahalee community through their internal community newsletter. Per Commissioner Wright, he anticipates to come in under budget on this production.

Twitter feed – the Commission would like to use this marketing option for their events. Chair Schaefer will work on a handle for launching.

Special Arts Sammamish - Commissioner Garretson would like to have the Arts Commission host an exhibit of completed artwork from the Special Arts Sammamish classes here at City Hall and include recognition for Starbucks, as they have been very generous in donating coffee to the Special Arts Sammamish events. Displaying their artwork would not only be rewarding to the students but raise awareness to the community. These programs are really well set up and could easily be mirrored in other communities. Commissioner Garretson will be presenting at the 4Culture LAA meeting in the future and offering programming information to be used by other Puget Sound agencies and commissions.

Other

- Commissioners have requested assistance with marketing, a central communication hub
Action: Chair Schaefer to reach out to the Art Commission alternates and the public for assistance
- Commissioner Rosenow had a volunteer photographer to take pictures of permanent city artwork; however, they never provided the photographs and have been un-responsive to numerous efforts of communication. A new photographer will be identified and the process will start from the beginning.
- City website re-design is in the budget, and the city is in the process of identifying a company to contract with. Commissioner Rosenow would like to see the Art Commission’s archived flyers and photographs from events be uploaded to the website.
- The Parks Department has asked if the Arts Commission would submit a grant on their behalf to select talent from the 4Culture touring Arts Roster. This grant would provide 35% of the funding.

Meeting adjourned 8:20 p.m.

Next regular SAC meeting – Monday, May 18 2015